

TO: Vision Work Group D - (System Evaluation and Improvement)
Members & Interested Parties

FROM: Steve Andriese, Group D Leader

DATE: June 15, 2001

SUBJECT: Friday, June 29, 2001 Meeting Agenda and Information

10:00 A.M. – 3:00 P.M.

The next Work Group D meeting will be held from 10:00 A.M. – 3:00 P.M. on Friday June 29, 2001. **The meeting location will once again be at the EMS Authority offices, 1930 9th Street, Sacramento (Map enclosed).** We will again have a working lunch and menu orders will be taken the morning of the meeting.

I have attached the *LEMSA Assessment Document* and three of the survey instruments for your review. **Please review these documents prior to the meeting so you can be prepared to take action on them.**

If you have any questions regarding the enclosed materials prior to the meeting, please contact me via the list server or at 209-529-5085.

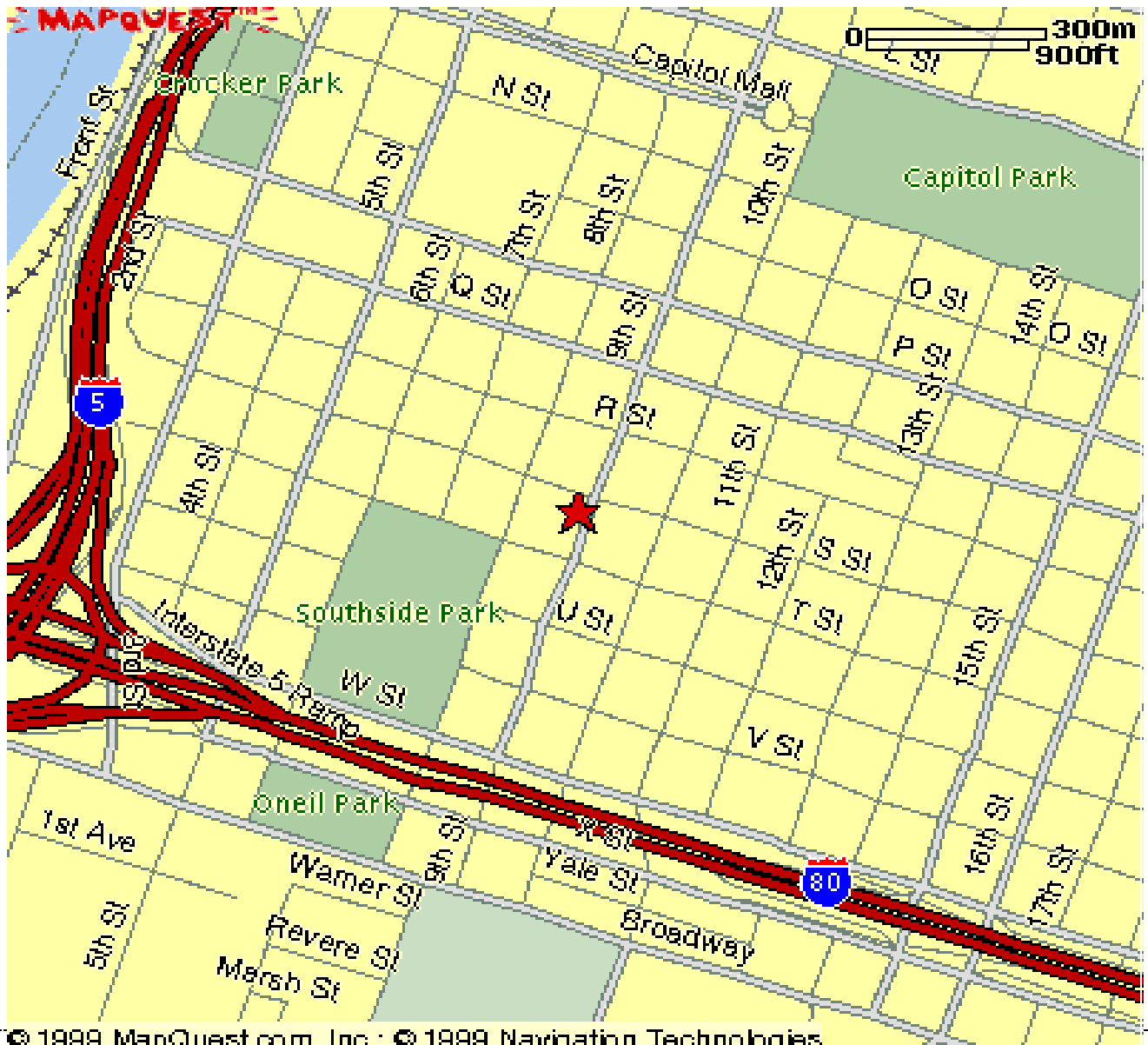
Enclosures

MAP TO STATE EMS AUTHORITY

Vision Working Group AD

The map below shows **Business 80** which goes directly through Sacramento. Don't confuse it with **Interstate 80** which bypasses Sacramento to the North.

Once you are in the general area of the map you can take any of the numbered exits off of Bus. 80 such as **10th Street** or **16th Street**, or a letter street off of **I 5** and proceed to the corner of 9th and T street. The EMS Authority will be on the corner.



System Evaluation and Improvement

**June 29, 2001
State EMS Authority
1930 9th Street
Sacramento, California
10:00 A.M. to 3 P.M.**

AGENDA

- | | |
|-------------------------|---|
| | 1. Welcome and Introductions |
| ACTION | 2. Approval of April Meeting Minutes |
| | 3. Report on Vision Leadership Team Meeting (<i>Miranda Swanson</i>) |
| INFO/
ACTION | 4. Report on NHTSA “Leadership Guide to QI Workshop” (<i>Shiela Keller</i>) |
| INFO/
ACTION | 5. Standards and Guidelines Revision Process (EMSA 101 &103)
<i>We will be looking for volunteers to review the EMSA 101 and 103 documents and propose revisions consistent with the project objectives and direction.</i> |
| ACTION | 6. Approval of LEMSA Assessment Document (<i>Steve Andriese</i>)
A. Approval of Staff Survey and Reporting Process
B. Approval of Constituency Group Survey and Reporting
C. Approval of Organizational / Financial Appraisal Document |
| INFO | 7. <u>Legislative</u> – Update on Discovery Protection for QI Legislation (<i>EMSA Staff</i>) |
| | LUNCH |
| ACTION | 8. <u>Data:</u> Data Ad Hoc Group Report (<i>Karl Sporer M.D.</i>) |
| INFO | 9. State Data System Design Project (<i>Ed Armitage</i>) |
| ACTION | 10. Plan for Development of the ‘Data Collection and Reporting Guidelines’ |
| ACTION | 11. <u>CQI:</u> Progress on Performance Indicator Development (<i>Craig Stroup</i>) |
| INFO | 12. Model Web-Based Data Reporting (<i>Craig Stroup</i>) |
| | 13. Subgroup Assignments |
| | 14. Meeting Evaluation |
| | 15. Future Meeting Dates and Subject Materials |
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16. Adjournment

System Review & Data
Meeting Minutes for April 20, 2001
Emergency Medical Services Authority
1930 9th Street
Sacramento, California
10:00am – 3:00pm

Introductions

Members Present: Ed Armitage, Larry Karsteadt, Deidre Myles, Nancy Justin, Ardith Hamilton, Craig Stroup, Steve Andriese, Charla Jensen, Tella Williams, Marie Harder.

Non-Members Present: Miranda Swanson.

The minutes from the February meeting were reviewed and approved with recommended changes.

Agenda

- Prevention 2000 Grant Funding for CQI, Year 2001-2002

The group was denied funding for CQI again. Because of this, the group must triage out some of the objectives.

“Journal on Quality Improvement” Article

1. Steve quoted a section from the journal. The data indicator project has been published.
2. NHTSA will sponsor a one-day meeting in Washington in September. The purpose is to reach a consensus with the Michigan project and NASEMSD. Steve or a member of the group was invited to speak.

- NHTSA “Leadership Guide to QI Workshop”

1. Susan McHenry needs a notice three months in advance to prepare for the workshop.
2. Funding for the workshop will come from two grants.
3. A sign-up sheet for the workshops was circulated. Sheila Keller and Bonnie Sinz are coordinating this.

- Standards and Guidelines Revision Process

1. Miranda discussed the guidelines briefly. The revision could possibly be postponed until the Vision process is completed. This will be decided at the VLT meeting on May 15.
2. Steve said there is a proposal to expand Vision through 2003.
3. The group needs to start looking to see if there are any guidelines that should be revised.

- Testing on Draft Local EMS Agency Staff Survey

1. **Ed has it ready to test on the website.**
2. Steve suggested that this process be postponed until the objectives are reviewed.

- Legislative - Update on Discovery Protection for QI Legislation

1. **Bonnie is looking for sponsors for legislation.**

- Revision of Goals

1. There are 35 objectives in the Action Plan. Of those objectives, 25 require funding. Of the 25 required-funding objectives, 7 are covered under the OTS grant. Some of the 10 now need funding. The group needs funding for 28 objectives.
 2. The ten goals were reviewed and prioritized as follows.
 - Goal #1: Keep Objective 1. Postpone Objective 2, (medium-term).
 - Goal #2: Keep Objectives 1,2,5,6. Postpone Objectives 3,4,7, (short-term)
 - Goal #3: Keep Objectives 1-4, (short-term).
 - Goal #4: Keep Objectives 1-3, (medium-term).
 - Goal #5: Postpone Objectives 1-4 (medium-term).
 - Goal #6: Low priority, (long-term).
 - Goal #7: Low priority, (long-term).
 - Goal #8: Completed. Postpone 8.3, (short-term).
 - Goal #9: Long-term objective.
 - Goal #10: Long-term objective.
 3. The group decided to send objective 1 to Governance.
 4. Steve will write up the changes and send them out on the list-serve. He would also like to send a letter to the Vision Leadership Team and the Commission explaining why the changes were made.
- Data: OTS Grant Update
 1. The FSR was passed out, as well as a statement of needs.
 2. Regarding the feasibility study, a draft is available for people to look at.
 3. Copies of this were provided at the meeting.
 - OSHPD Update on E.D. Data Collection
 1. OSHPD is planning to receive E.D. data from clinics and hospitals effective 2002.
 2. The inpatient data piece will be in place by March 2002. The outpatient E.D. portion will be in place possibly by September 2002.
 3. They are also looking at an online submission.
 4. After the new system is implemented, and submission is accepted, it should be ready for public release after 14 days.
 5. The data elements that the group wanted to add are not being approved because they do not fit in with HIPAA. These are being looked at to add in the future.
 - Ad hoc Group – Key discussion Points
 1. Steve reviewed discussion points 3 and 10.
 - CQI – Performance Indicator Development
 1. The indicators are currently being passed back and forth through email between Karl, Bonnie and Craig.
 - Approval of Indicators for Release for Pre-Public Comment
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1. The group decided that the indicators should be sent out in one lump for approval. Performance indicators will go out first.

- Development of Final Document Drafts

1. Steve will revise the new action plan.

- Meeting Review and Sub-Group Assignments

1. Objective 1: Survey will be sent out soon. It should be ready by October.
2. The group needs to look at feasibility study, because it must be done by the end of June.
3. The group should also concentrate on the statement of needs, and determine if there are concerns or comments about the FSR.

- Future Meeting Dates

The next meeting is scheduled for June 29, 2001 at the EMS Authority in Sacramento.

- Adjournment

The meeting was adjourned at 1:15pm.
